



# BLEADON PARISH COUNCIL

Coronation Halls  
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22nd September 2024

**MEETING:** Open Spaces Working Group.

**DATE & TIME:** Thursday, 26<sup>th</sup> September 2024 at 10.00am.

**LOCATION:** Church Rooms, Coronation Road, Bleadon BS24 0PG.

**MEMBERSHIP:** Parish Councillors ID Clarke, Ann Davies, Mary Sheppard, Andy Scarisbrick and Steve Sugg.

## AGENDA

1. To receive apologies for absence.
2. To receive members' declarations of interest on any agenda item.
3. Notes of meeting held on 29<sup>th</sup> August 2024 (for information – pages 2-3).
4. To specifically discuss the following item(s) and, where necessary, make recommendations to the Parish Council (verbal reports unless otherwise indicated)
  - Parish Clock – Plaque
  - Planting schemes - Jubilee Garden and general arrangements for 2025
  - Yellow lines at bottom of Celtic Way
  - Increase in reporting to NSC
5. To discuss and update the project/maintenance schedule – this is a standing item and acts as an ongoing record of the business of the Working Group. Discussion of the schedule may also involve recommendations to the Parish Council (pages 4-8).
6. Date of next meeting and note any suggested agenda items – 24<sup>th</sup> October 2024 at 6.00pm (Farm Shop).

*C P Bolt*

Clerk to the Council

## Open Spaces Working Group Notes

29<sup>th</sup> August 2024

Action points are in ***bold italics***

**Report Author:** Parish Clerk

**Present:** Councillors ID Clarke, Mary Sheppard and Ann Davies (part – including elements of project/maintenance schedule discussion)

One member of the public was present.

### Apologies for absence

Apologies were received and accepted from Councillors Andy Scarisbrick and Steve Sugg.

### Declarations of Interest

None.

### Notes of Meeting Held on 1<sup>st</sup> August 2024

It was noted that issues arising from the notes of the previous meeting would be addressed as part of substantive agenda items.

### Parish Clock - Plaque

Councillor Davies provided some history and context regarding the financial and other pledges which had been made in relation to the Parish Clock and how this might influence the size, design and location of any plaque. It was noted that the provision of any plaque within the churchyard (including the churchyard walls) would require Faculty Permission from the Diocese of Bath & Wells. Although the Diocese had not been officially approached in this respect it was considered likely that the commitment to name business donors would make it difficult for the Diocese to grant a Faculty Permission. Locating a plaque on Council owned land immediately adjacent to the entrance to the churchyard would not involve Faculty Permission and would also reflect the fact that whilst the clock is located in the Church it is 'owned' by parishioners.

Councillors discussed potential materials and requested that ***the Clerk research the types of materials available based upon the plaque being exposed to the elements and prepare a report for the next meeting of Council with options and a proposal to locate the plaque on Parish Council owned land.***

### Play Area Development

The Clerk advised that North **Somerset** Council had agreed in principle to the transfer of funds to the Parish Council in lieu of providing play equipment as part of the quarry development. There would still be a legal process to be followed before any provisional agreement could be finalised but, if progressed, would see funds transferred to the Parish Council which it would unlikely to be able to otherwise secure and the

retention of a relatively large area of land within the quarry development as public open space – with North Somerset Council being responsible for the maintenance of this open space.

Councillors noted that there would be an update report to the next meeting of Council.

### **Planting Scheme for Jubilee Garden**

Given the good progress in relation to the Jubilee Garden wall it was considered important that there was an early resolution to the type of planting scheme to be provided. Councillors had previously discussed a range of planting options based upon year round colour, low height and low maintenance. ***The Clerk was asked to recirculate the list of plants provisionally identified. Councillor Clarke was asked to contact a local designer to provide some initial estimates which the Council could then consider in accordance with Standing Orders.***

### **Allotments – Invoicing and Payment**

Councillors noted that invoices had been issued using Scribe and that approximately a quarter of allotment holders had already paid for the next allotment year. There was a small waiting list for plots and it was anticipated that one current tenant was unlikely to renew for the next year.

Councillors discussed two plots which were heavily overgrown. It was noted that the tenant had been advised of the need to cut the plots to ground level. ***Councillors requested that the Clerk write to the tenant again and advise that unless progress was made the tenancy would not be extended into the next allotment year.***

Councillors noted that the water supply now reached the rear of the polytunnel and the provision of an irrigation system to bring on seedlings/plugs would be integral to any future Parish planting schemes. It was recognised that it would be beneficial to discuss future planting schemes in the Autumn and ***the Clerk was requested to liaise with Cllr Scarisbrick and schedule a discussion for a future meeting of the Open Spaces Working Group.***

### **Project and Maintenance Schedule**

Updates to the Project and Maintenance schedule (attached at Appendix 1) were noted, with the following additions/actions arising:

The Clerk would be meeting with the stonemason at the beginning of September to agree any final requirements in relation to the works to walls. It was noted that there had been a number of positive comments in relation to the accessway created as part of the works. A question had been raised about the possibility of screening the entrance to the Gents toilet. However, it was considered that these concerns would be addressed as part of the refurbishment proposals for the toilet block.

***Cllr Sheppard and the Parish Clerk to determine colour and type of finish in relation to woodwork (benches and bus stop) and trial on a bench at the earliest opportunity.***

## Maintenance Tasks/Minor Projects

### September 2024

#### Benches

Name	Status	Due date	Action Taken	Note	Conclusion
Replace bench at Celtic Way	Done	30/06/2024	Ground anchor installed		No further action
Renovate bench at Pum Way	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Renovate bench - footpath (Pum)	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Renovate bench - The Veale	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Renovate bench - Roman Road Lay-by	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Renovate bench - WI	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Remove bench adjacent to church	Not Started	31/12/2024			Monitor

#### Drains

Name	Status	Due date	Action Taken	Note	Conclusion
Gulleys blocked with vegetation - extended section of A370	Done	22/09/2024	Reported to NSC	Rejected by NSC	No further action
Blocked drain - Birch Avenue	Done	22/09/2024	Reported to NSC	Rejected by NSC - not adopted highway	No further action
Silting up of rhyne - Bridge Road	Done	31/05/2024	Discussed with IDB	Sufficient capacity in system	No further action
Blocked drains - Queens Arms	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Blocked drain - Bleadon Road/A370	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Blocked drain - junction Roman Road/Celtic Way	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Drain and gulleys blocked -half way up Celtic Way	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Blocked drain - intersection Celtic Way/Coronation Road/Shiplate	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Blocked drains - Opposite Queens Arms	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Gully blocked - Shiplate Road (East of Birch Avenue)	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Two blocked drains - top end of Coronation Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Three blocked drains - bend in Coronation Road	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Blocked gully - Bridge Road/A370	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Build up of penrycress in rhyne	Working on it	24/09/2024	Report to IDB		Monitor

#### Roads

Name	Status	Due date	Action Taken	Note	Conclusion
30mph sign knocked down - Celtic Way	Done	31/08/2024	Reported to NSC	New sign not correctly aligned	Monitor
Overgrown vegetation - intersection Celtic Way and Coronation Road	Done	03/09/2024	Reported to NSC	Vegetation removed by owner	No further action
Pothole - adjacent to Bus Shelter - Celtic Way	Done	22/09/2024	Reported to NSC	Does not meet intervention threshold	No further action
Poor road surface/no road signs - Pum Way opposite dog bin	Done	22/09/2024	Reported to NSC	Does not meet intervention threshold	No further action
Heavily rutted verge area - Pum Way	Done	22/09/2024	Reported to NSC	Rejected - not part of highway	No further action
Poor road surface/no road signs -Birch Avenue/Shiplate	Done	22/09/2024	Reported to NSC	Does not meet intervention threshold	No further action

Poor road surface/no road signs -Old School Lane/Shiplate	Done	22/09/2024	Reported to NSC	Does not meet intervention threshold	No further action
Overgrown vegetation - intersection of Shiplate Road and Coronation Road	Working on it	03/09/2024	Reported to NSC	Vegetation not yet removed	Monitor
Pedestrian sign requires realigning - Bridge Road	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Weight restriction sign requires realignment - Bridge Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Grit bin requires refilling - Purn Way/Bleaddon Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface/faded signs - Celtic Way/Coronation Road/Shiplate	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface/no road signs - Rectory Lane/Coronation Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface/no road signs - Mulberry Lane/Coronation Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Pothole - adjacent to noticeboard (Purn Way)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface -Purn Way (East of Farm Shop)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Speed limit sign leaning - A370/Bleaddon Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface - Purn Way (past PROW)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Poor road surface/no road signs -Old School Lane/Shiplate (copy)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Pothole - Coronation Road (Opposite Church)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Grit bin overturned - Roman Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Horse Warning sign knocked down	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Road signs obscured by vegetation - Roman Road approach to Celtic Way	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Faded road signs - approaches to bridge on Accommodation Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Faded road signs - approaches to bend on Accommodation Road	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Yellow lines at bottom of Celtic Way	Working on it	31/03/2025	Reported to NSC	Survey required	Escalate
Poor road conditions - Shiplate Road	Working on it	31/03/2025	Reported to NSC	Preliminary work planned 2025	Monitor
20mph speed zone	Stuck	31/03/2025	Negligible public response	Awaiting action	Escalate
Traffic/cycle calming - Mulberry Lane	Stuck	31/03/2025	Discussed with Edenstone		Escalate
Heavy rutting along Roman Road	Not Started	31/03/2025	Reported to NSC	Awaiting action	Monitor
Instal mirror opposite Mulberry Lane	Not Started	31/03/2025			Escalate
Instal mirror opposite Chestnut Lans	Not Started	31/03/2025			Escalate

### Paths and footways

Name	Status	Due date	Action Taken	Note	Conclusion
Overgrown Diocesan site	Done	22/09/2024	Reported to Diocese	Letter of thanks	No further action
Slippery surface - South Hill	Working on it	31/12/2024	Reported to NSC		Monitor
Moss and uneven surface - Shiplate Road (East of Birch Avenue)	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Moss and uneven surface - Shiplate Road (West of Birch Avenue)	Working on it	30/11/2024	Reported to NSC	NSC Contractor instructed	Monitor
Lack of tarmac surface - Shiplate Road (Section opposite asCHOOL INE)	Working on it	30/11/2024	Reported to NSC	Awaiting action	Monitor
Broken gate post - Purn Way footpath	Stuck	22/09/2024	Reported to NSC	Awaiting action	Escalate

### Streetlights

Name	Status	Due date	Action Taken	Note	Conclusion
Replacement lamp - Old School Lans	Done	01/06/2024	Contractor invoice awaited	Chased	Monitor
Streetlight covered in vegetation - Parish Pump	Stuck	30/11/2024	Reported to NSC	Chased - multiple times	Monitor

Replacement lamp - The Veale

Stuck

31/12/2024

Contractor has not actioned

Chased - multiple times

Escalate

### Play area

Name	Status	Due date	Action Taken	Note	Conclusion
Additional play bark	Done	01/08/2024	Undertaken by JAR	4+ cubic metres added	No further action
Fit finger guards on gates	Done	01/08/2024	Undertaken by JAR		No further action
Remove wooden fence	Done	01/08/2024	Undertaken by JAR		No further action
Fill void by goal area	Done	01/08/2024	Undertaken by JAR		No further action
Secure picnic bench with ground anchor	Done	01/08/2024	Undertaken by PC		No further action
Additional sand for play pit	Done	01/08/2024	Undertaken by PC	400kg added	No further action
Renovate two benches - play area	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Replace plaque on bench	Working on it	31/12/2024	Stored	Fell off bench	Monitor
Renovate picnic table - play area	Not Started	30/11/2024			Monitor
Concrete in loose post - trim trail	Not Started	31/12/2024			Monitor
New signage	Not Started	31/03/2025			Monitor
Wash/oil trim trail	Not Started	31/03/2025			Monitor
Wash/oil goal area	Not Started	31/03/2025			Monitor
Replace rotten woodwork - multi unit	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Paint metalwork - multi unit	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Replace nuts under swing seats	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Wash/oil multi-unit	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Wash/oil climbing frame	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Wash/oil swing seats	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Fix/replace damaged fence panels	Not Started	31/03/2025			Monitor
Instal rubber mats beneath swings	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Grass seed eroded areas	Not Started	31/03/2025			Monitor
Replace fixing to climbing set	Not Started	31/03/2025		Depends upon plans for play area	Monitor
Cut back sycamore tree	Not Started	31/12/2024		Funding not yet agreed	Escalate

### Noticeboards

Name	Status	Due date	Action Taken	Note	Conclusion
Remove unsafe noticeboards at Bleadon Road/The Veale	Done	01/08/2024	Undertaken by JAR		No further action
Obtain consents for new locations	Done	01/09/2024	Highways approved		No further action
Order replacement noticeboards	Working on it	07/10/2024	Ordered from Acorn Workshops		Monitor
Erect new noticeboards	Not Started	20/10/2024	Works order placed		Monitor

### Allotments

Name	Status	Due date	Action Taken	Note	Conclusion
Extension of watering system	Done	01/08/2024	Undertaken by PC	No further complaints	No further action

Replace main gate	Done	01/08/2024	50% funding (Church commissioners)		No further action
Establish 'community' composting area	Done	01/08/2024	Put to allotment holders	Insufficient support	No further action
Erect staging in polytunnel	Not Started	31/12/2024	Approved by Council #iv		Monitor
Instal watering system/shading - polytunnel	Not Started	31/12/2024	Approved by Council #iv		Monitor
New signage	Not Started	31/12/2024	Approved by Council #iv		Monitor

### Car Park

Name	Status	Due date	Action Taken	Note	Conclusion
Put up disabled parking signs	Done	01/08/2024	Undertaken by PC		No further action
Remove planters - Pea Green	Done	01/08/2024	Undertaken by JAR		No further action
Remove vegetation around play area	Done	01/08/2024	Undertaken by JAR		No further action
Pressure wash/sand to paving area	Working on it	31/03/2025	Part washed	JAR to complete/relay blocks	Monitor
Remove telegraph pole	Working on it	31/03/2025	No way leave in place	Ofcom/Openreach approached	Escalate
Address parking barriers	Stuck	31/03/2025	Two procurement processes to-date	Scheduled for October Council	Escalate
Loose coping stones (new) - Coronation Hall	Not Started	31/03/2025		Arising from use of scooters	Monitor

### Churchyard

Name	Status	Due date	Action Taken	Note	Conclusion
Undertake memorial inspections	Done	01/08/2024	Undertaken by PC	Faculty/church approvals secured	No further action
Instal gabions to rear of headstones	Working on it	30/11/2024	Trial gabion installed	Assistance needed	Monitor
Crack in wall (Old School Lane)	Working on it	30/11/2024	Discussed with stone mason - no concerns	Tell-tale needed	Monitor
Remove vegetation to walls	Working on it	31/03/2025	Undertaken by JAR	Damaged section of wall identified	Monitor
Remove vegetation - graves	Working on it	31/03/2025	Undertaken by JAR	Ongoing	Monitor
Cut back wilding area	Not Started	30/11/2025		Requires discussion with PCC	Monitor
Resin adesive to crosses	Not Started	30/11/2024	Supplies purchased	Assistance needed	Monitor
Cut back trees	Not Started	31/12/2024	Undertaken in 2024	Faculty to be considered	Escalate

### Bus Stops

Name	Status	Due date	Action Taken	Note	Conclusion
Renovate bus stop - Church Rooms	Working on it	30/11/2024	Pressure washed	Awaiting staining	Monitor
Cut back vegetation - Celtic Way	Not Started	31/03/2025			Monitor

### Planting schemes

Name	Status	Due date	Action Taken	Note	Conclusion
Remove redundant planters	Done	01/06/2024	Undertaken by JAR		No further action
Acquire plants/plant up	Done	01/06/2024	Undertaken by volunteers	Invoice awaited - main supplier	No further action
Establish watering schedule	Done	01/06/2024	Undertaken by volunteers		No further action
Confirm arrangements for 2025	Working on it	30/11/2024			Escalate

Agree scheme for Jubilee Gardens	Working on it	30/11/2024	Design required	Planting by BPC Contractors	Escalate
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### Defibrillators

Name	Status	Due date	Action Taken	Note	Conclusion
Replace pads at Coronation Hall	Done	01/07/2024			No further action
Defibrillator at The Veale	Not Started	31/03/2025	Dependent upon noticeboard relocation	Matched funding less likely	Monitor

### Dog bins/Bins

Name	Status	Due date	Action Taken	Note	Conclusion
Replace bin at Pea Green	Working on it	31/03/2025	Approved by Council #iv	Place at end of wall. Move existing to Roman Road?	Monitor
Remove bin in Bleadon Road	Not Started	31/03/2025	Can use NSC bin		Escalate
Replace remaining bins?	Not Started	31/03/2025	New/larger bins - cap/reduce emptying		Escalate

### Listed Monuments

Name	Status	Due date	Action Taken	Note	Conclusion
Protective coating to Parish Pump	Working on it	31/03/2025	Scheme agreed with NSC	Specialist tools required	Monitor
War memorials - within Church	Stuck	31/03/2025	Legal/funding position shared with PCC	Faculty to be considered	Monitor
Condition of Market Cross	Not Started	31/03/2025		Steam clean prior to survey	Monitor

### Fly Tipping

Name	Status	Due date	Action Taken	Note	Conclusion
Mattress adjacent to A370	Done	24/05/2024	Reported to NSC	Contractor instructed	No further action

### Toilets

Name	Status	Due date	Action Taken	Note	Conclusion
Address vandalism (Summer 2024)	Done	01/08/2024	Undertaken by JAR	Reported to Police	No further action
Repair guttering	Not Started	30/11/2024			Monitor